



Summer is here and so is Summer Reading Program! As you meet and talk with people, remind them that all ages can participate in this. One of the great pluses to Summer Reading Programs is that, for children, they can prevent the dreaded Summer Slide. This is what happens in the summer with children who cannot or will not participate in the program. It has been well-documented by teachers and librarians that Summer Reading Programs encourage children to keep reading. When children—and teens—read in the summer, it takes less review time at the beginning of the school year to get them to a starting point for the school year. Children living in poverty—whether they are born into it or it is situational—suffer the most. Sometimes, they can't get to the library and sometimes their caregivers see no point to going to the library. Recently, the trend in library programming is for adults to participate as well. Children who catch their caregivers in the act of reading are more likely to read. Some libraries have reading challenges for adults, such as read a science fiction book or read (or listen to) a nonfiction book. The best thing about Summer Reading Programs—whatever your age—is reading for pleasure!

The Financial Manager, Toni Dauster, and I have started working on the budget. First step is go through the chart of accounts and pull out the obsolete accounts. When the chart of accounts is up-to-date, we will be working on explanations for the accounts so that everyone dealing with the budget will essentially be on the same page.

I had surgery on May 10th and have been recovering from that. Then, my children visited me the first week of June and I have been recovering from that (just kidding!). I say all this to let you know that my report is short. I have been keeping up with emails and taking care of some matters in the office, but I haven't been to very many meetings. I did have the opportunity to speak to the Noon Rotary in Coldwater and I spoke about the wonderful business databases we have available through the library website. The Rotarians seemed to appreciate it and a few of them chatted with me afterwards with questions.

As part of my charge to unify the district, I have been looking at the catalog. A good catalog is uniform, follows cataloging standards, and is useful. We have changed the fiction book shelving in the Coldwater Branch so that all genres are interfiled instead of separating out, for example, Mystery, Science Fiction, and Western. It is really much easier to find fiction now and as we adhere to set standards for cataloging, patrons will be able to find things more easily. I am still running into the "we've always done it this way" thinking and I am reminded that not all people accept change easily. This unification will take a while but it will happen.

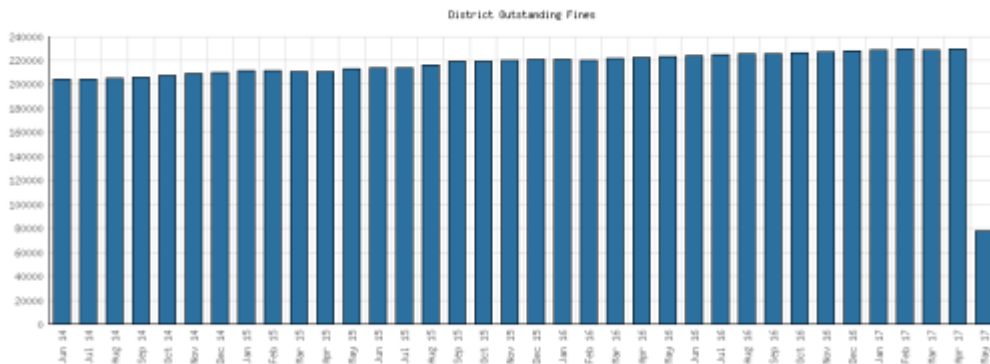
I know that I wrote about this last month but once again, I have to say it is very nice having a Management Team that consists of degreed (and soon-to-be-degreed in August!) librarians. And, whatever their schooling background, it is great to work with people who love libraries and want them to be useful and loved.

Submitted by Linda Lyshol



ASSISTANT DIRECTOR'S REPORT June 16, 2017

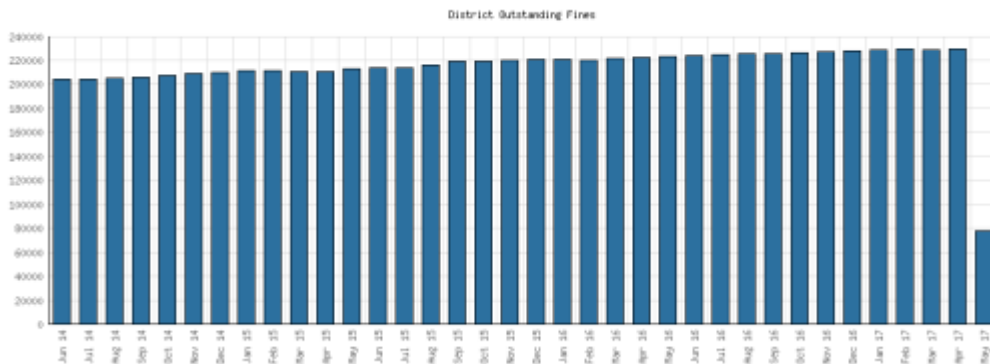
- The new baby changing tables have been installed in the 4th-floor bathrooms at the Coldwater Branch.
- The keyless lock has finally been installed for the staff entrance at the Coldwater Branch. It's a fantastically handy thing to have, and all Coldwater staff have now been assigned the RFID keyfobs.
- The tables approved in January for the Coldwater Branch adult computer lab were installed. We were able to make much more efficient use of the space and actually have saved space. All 14 computers now fit in the lab area, where two used to be elsewhere. The old round wooden carrels were a bit haggard, but still sturdy. We donated them to the Children's Museum, recently re-opened in the Fairfield Plaza.
- After much tweaking of the "recipe", my server deployment has begun, starting in Bronson. Patron wireless printing is now available at Bronson and I am working on preparing the other branch servers.
- Preparation is also well under way for the new telephone system. We are having weekly meetings with the project manager as we finalize details of placement, programming, service providers, internal wiring, external connections, and much more. I have had to purchase some additional networking switches and wiring to make it all happen. It is a surprisingly large and involved task.
- Sherwood Branch's Internet speed was insufficient for the new phone system. Thankfully, Frontier was able to increase our speed so we shouldn't have any problems now.
- The purge of fines older than 6 years has been completed, and the number is down by some \$150,000. These are fines we were not legally allowed to collect, but were still on our system. An ongoing purge will now be part of our monthly duties.





ASSISTANT DIRECTOR'S REPORT June 16, 2017

- The new baby changing tables have been installed in the 4th-floor bathrooms at the Coldwater Branch.
- The keyless lock has finally been installed for the staff entrance at the Coldwater Branch. It's a fantastically handy thing to have, and all Coldwater staff have now been assigned the RFID keyfobs.
- The tables approved in January for the Coldwater Branch adult computer lab were installed. We were able to make much more efficient use of the space and actually have saved space. All 14 computers now fit in the lab area, where two used to be elsewhere. The old round wooden carrels were a bit haggard, but still sturdy. We donated them to the Children's Museum, recently re-opened in the Fairfield Plaza.
- After much tweaking of the "recipe", my server deployment has begun, starting in Bronson. Patron wireless printing is now available at Bronson and I am working on preparing the other branch servers.
- Preparation is also well under way for the new telephone system. We are having weekly meetings with the project manager as we finalize details of placement, programming, service providers, internal wiring, external connections, and much more. I have had to purchase some additional networking switches and wiring to make it all happen. It is a surprisingly large and involved task.
- Sherwood Branch's Internet speed was insufficient for the new phone system. Thankfully, Frontier was able to increase our speed so we shouldn't have any problems now.
- The purge of fines older than 6 years has been completed, and the number is down by some \$150,000. These are fines we were not legally allowed to collect, but were still on our system. An ongoing purge will now be part of our monthly duties.





**Branch District
Library**

www.BranchDistrictLibrary.org

**Director of Public Services
June 14, 2017**

- BDL is going Green: Starting in June, all new items that have added to the collection be marked with a green dot on the side. The use of the green dots will happen districtwide and patrons will be able to quickly spy the newest books, DVDs, or children's items.
- BDL was represented by two great staff, Jan Clark and Toni Dauster, at the BISD Healthy Family Fun Day on June 1st. This was a great community event that saw an attendance of almost 610 people visiting with local community agencies and having fun.
- Currently we are in the midst of conducting interviews for a Public Services Clerk and look forward to hiring a new representative for BDL.

Submitted:
Kimberly Feltner
Director of Public Services



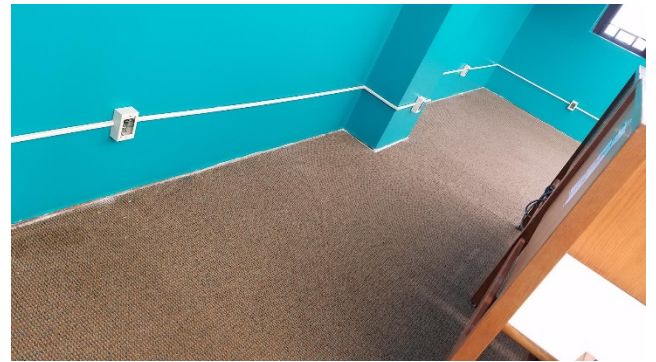
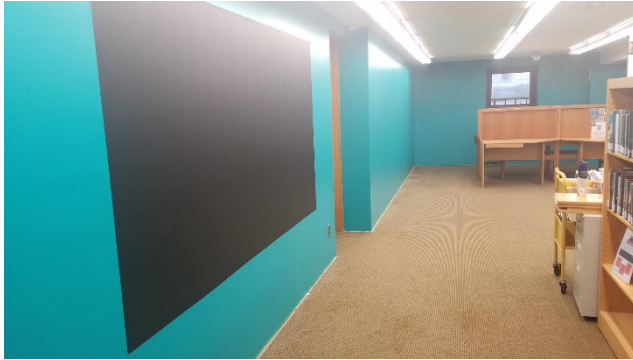
TEEN SERVICES LIBRARIAN REPORT June 2017

What a busy and productive month it has been for Teen Services! Multiple school visits occurred to promote the Summer Reading Program (SRP), the Teen Expansion project is nearly complete, SRP has begun, and SRP registrations are on track to surpass last year's registration numbers.

At the end of May and beginning of June, I had the opportunity to do some SRP promotions in two Coldwater classrooms, and four Quincy classrooms and was able to reach a total of over 300 teens to explain the criteria for the Teen Summer Reading Program and interest them in the SRP Prizes.

The Teen Expansion project is probably the most exciting thing out of all recent happenings. All construction and painting has been finished and all electrical has been

finished as well. The teens will enjoy an additional 10 outlets for their charging needs. Additionally, they are already utilizing the space and have thoroughly claimed it as their own. Impressive in its own right, considering there is no furniture yet. Carpet will be installed in the next few weeks, and a grand opening will follow.



Certificate of Library Development

I hereby certify that

Laura Sachjen

has satisfactorily completed all required classes to achieve the
Midwest Collaborative for Library Services Advanced Cataloging Certificate.

J Davidson

Jan Davidson, Training Department

May 15, 2017

Date

CERTIFICATE of ACHIEVEMENT

This is to certify that

Lisa Wood

has completed the course

Introduction to RDA

April 18, 2017



Credit Hours: 1

